



BRUNSWICK R-II SCHOOL DISTRICT
1008 County Road
Brunswick, MO 65236

2022
Property Mowing Services
Bidding Packet

INSTRUCTIONS TO BIDDERS

The Property Mowing Service Bid Packets will be available at the Brunswick Elementary School Office, Brunswick R-II School District Facebook Page, and the Brunswick R-II School District website:

www.brunswick.k12.mo.us

The Brunswick R-II Board of Education will receive sealed proposals from Bidders until Monday, March 21, 2022 at 3:00 p.m. Proposals must be in accordance with the specifications and needs described herein.

The bids received will be opened at the March School Board Meeting on Monday, March 21, 2022 at 7:00 p.m. in the Library Media Center. Bids are for mowing, trimming, and leaf removal services for 2022.

Any contract that may be awarded in response to this Notice to Bidders shall be selected and offered at the complete and sole discretion of the Brunswick R-II School District. The Brunswick R-II School District reserves the right to reject any or all bids and to waive informalities or irregularities in bids.

All proposal documents become a public record once a negotiated contract has been executed.

Each bid shall be made on the "Bid Table Form" included with this document.

Certification of Insurance

- Must be provided within two weeks after bid awarded.

Bids shall be in sealed envelopes labeled:

2022 Mowing Bid

Mrs. Cara Engelbrecht
Superintendent
1008 County Road
Brunswick, MO 65236

OR: You may email documents to cengelbrecht@brunswick.k12.mo.us by the above deadline.

Bids received after the time and date above specified shall be returned, unopened, to the Bidder.

Any questions related to the bid requirements, please contact Cara Engelbrecht at (660) 548-3550.

GENERAL SPECIFICATIONS

MOWING:

The work required includes all labor, material (to include fuel), equipment, and services necessary for the proper completion of mowing of the school grounds. All grass shall be mowed on a weekly basis.

The contractor shall take every precaution necessary to protect district property, student property, students, staff and visitors from harm.

Contractor shall pick up all litter and debris before each mowing, which is subsidiary to the mowing bid, and placed in the school dumpster. If in the course of mowing, trash is overlooked and shredded by mowers, it should be immediately collected and disposed of. If mowing is interrupted by inclement weather, the Contractor shall continue mowing at the same location on the next available mowing day. The Maintenance Supervisor and/or Superintendent reserves the right to adjust the mowing schedule at any time.

TRIMMING:

Trimming is considered a subsidiary to mowing. A Contractor awarded a contract shall trim all turf areas twice a month or as directed. All structures (trees, sign posts, poles, shrub beds, flags, etc.) shall be trimmed around. All sidewalk cracks, and exposed areas of grass in asphalt shall be kept clear, using trimming methods.

LEAF REMOVAL:

Contractor shall remove leaves, upon request by the school district, during the fall and winter until trees have dropped all foliage. Leaves shall be removed from the property and discarded. An hourly rate for billing is requested.

TIMING:

1. Contractor shall not mow against any school buildings during normal school hours or near any student while outside of buildings, maintaining a distance of no less than thirty (30) yards.
2. The contractor will coordinate with the School District (Maintenance Supervisor and/or Superintendent) on the frequency of mowing.
3. Timing of mowing is subject to change at any time due to weather and/or site needs.

SPRAYING:

The use of chemicals on the main turf, and around structures on the main turf (sign posts, poles, shrub beds, etc.) will not be permitted by the Contractor, and will be handled by District employees. Use of chemicals on sidewalks and asphalt may be used by the Contractor at their discretion but type of chemical must be approved by the School District.

BID TABLE FORM

PROPERTY	COST PER HOUR
1. MOWING BRUNSWICK R-II SCHOOL GROUND(S)	Rate per mowing: _____ (Includes trimming twice a month)
2. LEAF REMOVAL BRUNSWICK R-II GROUND(S)	Rate per hour: _____

Print Name: _____

Signature of Bidder: _____

Business Name: _____

Business Address: _____

Phone Number: _____

Email Address: _____

The areas to be maintained are in green on the map of the Brunswick R-II School District.



CONTRACT NEGOTIATIONS

Any Contractor submitting a bid acknowledges and agrees that the Board's selection of their bid shall in no way create a valid or binding contract between the Contractor and the District. Any Contractor submitting a bid agrees, by submitting a bid, that the contract terms enumerated below will be made part of the final contract between the Contractor and the District, and can only be modified by the District in its sole discretion. The submitting Contractor further agrees that it will make no attempt to change, delete or otherwise modify these contractual terms, and further agrees that any attempt to do so shall be grounds for the District to reject the Contractor's proposal or otherwise cease negotiations with the selected Contractor and select a different Contractor.

HOLD HARMLESS

To the fullest extent permitted by law, Contractor shall indemnify, defend and hold harmless the Brunswick R-II School District, its Board of Education, Officers, Directors, Partners, Agents, Consultants, Employees and Sub-Contractors of each and any of them from and against all claims, costs, damages, losses and expenses arising out of or relating to Contractor's and Contractor's subcontractors' performance under this Agreement, provided that any such claim, cost, loss, damage or expense is attributable to any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor, or of anyone directly employed by Contractor or by any subcontractor, or of anyone for whose acts the Contractor or its subcontractor may be liable, in connection with providing these services.

Contractor acknowledges and agrees that the Brunswick R-II School District cannot and will not indemnify, hold harmless or otherwise defend Contractor from claims, costs, damages, losses and expenses, even to the extent that such claims, costs, damages, losses and expenses are the attributable to the District's own negligence.

COMPLIANCE WITH DISTRICT POLICIES AND PROCEDURES

Contractor, its employees, agents, subcontractors and representatives shall comply with all Policies and Procedures of the Brunswick R-II School District's Board of Education when providing services under this Agreement.